



# TOWN OF HANOVER DEPARTMENT OF MUNICIPAL INSPECTIONS CONSERVATION OFFICE

TOWN HALL, 550 HANOVER STREET, HANOVER, MA 02339 • (T) 781-826-6505 • (EMAIL) OFFICE.CONSERVATION@HANOVER-MA.GOV

## REQUEST FOR MINOR ACTIVITIES PERMIT Issued from the Conservation Office

This request is new to the Conservation Office and is intended to help residents who may have a minor safety issue that needs immediate attention, or who have small projects to complete that meet the necessary requirements of this permit<sup>1</sup>. This permit is issued under the discretion of the Conservation Office Staff and will be reviewed by the Conservation Commission under the report section of the next available Commission meeting.<sup>2</sup>

This application may be used only if the proposed work is 50 ft. or greater from a wetland resource area, not within Riverfront Area or North River Corridor, and outside of the 100 ft. vernal pool habitat of a potential, certifiable or certified vernal pool<sup>3</sup>. The proposed work must be minor in nature, such as vista pruning, removal of invasive species, installation of an above ground swimming pool where no grading will take place, or where the majority of the project is outside of the Commission's jurisdiction and a very small portion falls within the 100 ft jurisdiction, but not beyond 50 ft.<sup>4</sup>

All requests using this form require a site inspection and a site inspection fee. All proposed work must meet the above setback requirements. If it is determined that further application is necessary, this fee will be applied to the application fees.

For residential projects, a \$50.00 Site Inspection Fee is due and payable with this application to the Town of Hanover. For non-residential projects, please call the Conservation Office at 781-826-6505 for fees pertaining to minor work on commercial and/or industrial properties.

Please attach your check to this request, enter check information below and submit all to the Conservation Office at least one week prior to the proposed work.

Check #: \_\_\_\_\_ Check amount: \$ \_\_\_\_\_ Check date: \_\_\_\_\_

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**To the Hanover Conservation Office:**

Please accept this as a request for approval to conduct the following minor work at \_\_\_\_\_, Hanover, MA under a Minor Activities Permit. I understand that this work must meet the setback requirements for all resource areas as listed above. Further that a site inspection will be conducted to confirm wetland lines, distances of work area from wetland boundaries, and any other area or equipment pertinent to the project.

I further agree that I will install erosion control materials or take similar steps as required, if deemed necessary by the Conservation Staff. I understand that only the work listed on this application and the subsequent permit is allowed and that any further work done without a permit will result in enforcement actions and possible fines. Further that if this application is denied by the Conservation Office, I will not undertake any work until such time that the appropriate applications have been submitted, public hearings have taken place, and permits have been issued by the Conservation Commission for said work.

List work proposed: \_\_\_\_\_

|                                |                                |                                |                                |
|--------------------------------|--------------------------------|--------------------------------|--------------------------------|
| <input type="checkbox"/> _____ | <input type="checkbox"/> _____ | <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| Property Owners Signature      | Print: Name                    | Street Address / Location      | Contact Phone #                |

<sup>1</sup> This permit does not replace an emergency permit that requires post-application of an NOI.

<sup>2</sup> If under any circumstances, the Commission requires attendance of the property owner or the filing of an application, you agree by this application to do so. Also, any Minor Activity Permit can be superseded by the Conservation Commission at their discretion.

<sup>3</sup> Unless otherwise allowed by the Conservation Agent or his/her designee.

<sup>4</sup> This does not include any work that would qualify for an RDA or NOI application, such as but not limited to foundations, inground swimming pools, work resulting in more than 120 sf of impervious coverage, septic work, or removal of mature tree root systems.